

Fleet Vehicle Specialist - Bus

Port Authority is seeking a Fleet Vehicle Specialist – Bus to provide support and assistance with bus technical issues under the general directions of the Manager of Bus Maintenance Support.

Essential Functions:

- Works closely with Manager of Bus Maintenance Support and the Fleet Coordinator to develop bus maintenance Standard Operating Procedures (SOP's) and Standard Practice Bulletins (SPB's) for implementation at the bus operating locations and the main shop.
- Directly coordinates and supervises support level maintenance for fare box and radio/head sign activities completed at the bus divisions and the main shop.
- Interacts with division managers of maintenance, Manchester, Central Storeroom and Material Control Specialist regarding parts and inventory issues needed for buses to return to revenue vehicle service.

Job requirements include:

- Two-year technical degree or Associate degree in Business, Electronics or related field. Related experience may be substituted for the education on a year-for-year basis.
- Minimum of three (3) years of maintenance experience with bus fleets and/or heavy automotive vehicles.
- Valid Commercial Driver's License, Class B with Passenger Endorsement and Air Brake Restriction removed or must possess a valid driver's license and acquire a Commercial Driver's License as described above within 90 days of appointment to the position.
- Demonstrated ability in the use of Windows.
- Effective and professional communication skills.
- Customer-focused, well organized and results-oriented.
- This is a Safety-Sensitive position subject to all testing provisions under the Drug and Alcohol Policy, including random drug and alcohol testing. The person selected for this position may be required to be tested prior to being awarded the job.

Preferred attributes:

- BA/BS Degree in Business, Electronic Engineering or directly related field.
- Supervisory experience.
- Experience in managing maintenance of bus fleets or other fleets of heavy automotive vehicles and equipment.
- Vocational training in mechanical/electrical-electronic equipment and systems.



We offer a comprehensive compensation and benefits package. Interested candidates should forward a cover letter (*with salary requirements*) and resume to:

Missy Ramsey
Employment Department
345 Sixth Avenue, 3rd Floor
Pittsburgh, PA 15222-2527
MRamsey@portauthority.org
EOE